

CHARITY NUMBER: SC042309
COMPANY NUMBER: SC398650

Transition Black Isle

(A company limited by guarantee)

Trustees' Report & Financial Statements

For the Year Ended 31st March 2020

GJC
Chartered Certified Accountants
2 Denny Road
Cromarty
Ross-Shire
IV11 8YT

TRANSITION BLACK ISLE
TRUSTEES' REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020

CONTENTS

	<u>Pages</u>
Officers & Professional Advisors	1
Trustees' Report	2-4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Accounts	8-10

TRANSITION BLACK ISLE

TRUSTEES' REPORT & FINANCIAL STATEMENTS

For the year ended 31ST MARCH 2020

TRUSTEES

Julie Gibson
Peter Moffat
Julian Paren
Martin Sherring
Anne Thomas
Sheila Currie
Vanessa Halhead (resigned 29 November 2019)
Penny Hepburn (appointed 29 November 2019)
Jimmy Hepburn (appointed 29 November 2019)

REGISTERED OFFICE

Glachbeg, Allanglach Wood
North Kessock
Inverness
IV1 1XD

BANKERS

The Co-operative Bank plc
PO Box 250
Skelmersdale
WN8 6WT

INDEPENDENT EXAMINER

Gareth Jones FCCA
GJC
Chartered Certified Accountants
2 Denny Road
Cromarty
Ross-Shire
IV11 8YT

REGISTERED CHARITY NUMBER: SC042309

COMPANY REGISTRATION NUMBER: SC398650

Trustees' Report
TRANSITION BLACK ISLE
FOR THE YEAR ENDED 31st March 2020

The trustees, who are also the directors for the purpose of company law, are pleased to present their annual report and unaudited financial statements of the charity for the year ended 31st March 2020.

Objects and principal activities

Transition Black Isle is part of the worldwide Transition Movement, which is dedicated to easing the transition to a future which is less dependent on fossil fuels, but instead values things which are less damaging to the environment – community, friendship and family. Transition Black Isle is active in the Black Isle area of the Scottish Highlands.

Activities during the year included:

Environmental films

The charity affiliated to Take One Action as a local film club, and presented a successful programme of their films on environmental topics at the Muir Hub.

Transition talks

A series of discussions on topical subjects was held at the Fortrose Café.

Avoch – Munlochy Cycle Route

Consultants were engaged to examine options for a proposed new off-road cycle route between Avoch and Munlochy. This route has been recognised for some years as being particularly difficult for cyclists as there is no practical alternative to using the busy main road. The option appraisal confirmed that the only realistic route was alongside the main road, but dialogue with the owners and tenants of the land involved has met repeated obstacles which are so far unresolved. The work is funded by Sustrans under their “Places for Everyone” scheme.

Drastic Plastic Group

This group continued to highlight the issue of waste plastic, and find ways to minimise its effect, with displays at the Black Isle Show and the Black Isle Gathering.

10th Anniversary

The charity celebrated its 10th anniversary with a ceilidh in September 2019. The event formed part of the European Day of Sustainable Communities, promoted by Ecolise.

Pocket orchards

A small community orchard was established in North Kessock; another is planned for Culbokie, but Covid-19 restrictions delayed the planting, which is now expected late in 2020.

The trustees, who are also the directors for the purpose of company law, are pleased to present their annual report and unaudited financial statements of the charity for the year ended 31st March 2020.

In addition, the charity continued to:

- Run monthly community markets in Cromarty, North Kessock and Fortrose.
- Run the Grow North series of workshops on growing vegetables and, increasingly, related topics such as creating ponds for wildlife.
- Promote low-carbon travel alternatives. The charity’s “Black Isle Bicycles” bike hire business, operated from the Cheese House in Cromarty, continued, as did the electric bike loan scheme.
- Sell its publication “A Growing Guide for Vegetables and Fruit in the North of Scotland”, which was reprinted during the year.
- Run its annual “Potato Day” enabling people to purchase a wide range of seed potatoes at low cost.
- Organise a “Seed Swap”, encouraging local gardeners to save seed from varieties which are suited to the local climate, and giving access to some heritage varieties and unusual crops.
- Offer the use of its apple press to members and others.
- Maintain and promote its online directory of local food suppliers and producers, www.blackislelarder.org.
- Publicise its work through its website www.transitionblackisle.org, a monthly newsletter to members and supporters, and by posts on Facebook and Twitter.

Trustees' Report - continued
TRANSITION BLACK ISLE
FOR THE YEAR ENDED 31st March 2020

Future Plans and Activities

Covid-19 had a limited impact on the charity's activities during the year, as restrictions were only imposed in March 2020. Since the year end, though, the effect has been much more significant, particularly due to the charity's focus on community activity. All the community market venues closed in March, and have yet to reopen, the last of our film showings was postponed indefinitely, and the Grow North workshop programme for 2020 was cancelled. On the other hand, the charity's activities benefited from the increased interest in active travel and local food. The electric bike loans were particularly popular, and the bike hire business was extended with an additional venue at Black Isle Yurts. The www.blackislelarder.org website proved particularly useful as a way to publicise the new approaches adopted by local food suppliers to sell their produce safely.

In conjunction with another local charity, The Pebble Trust, the charity launched the Highland Good Food Conversation in August 2020. This had originally been planned as a two-day conference to catalyse changes in the Highland food sector for the benefit of its customers, workers and the environment, but in view of the Covid-19 pandemic was re-designed as an on-line "conversation" – starting with a series of podcast, blog posts and links to relevant material, and leading to an on-line conference over five afternoons in January and February 2021.

The trustees continue to seek ways to continue and enhance the charity's activities despite the current restrictions.

Financial Review and Reserves Policy

The net deficit (2019 - surplus) for the year ended 31st March 2020 was £1,197 (2018: £2,719), giving unrestricted funds amounting to £26,932 (2019 £28,129) at the year end. Transition Black Isle had no employees during the year, and the organisation has no premises. Consequently, the unfunded fixed costs are very modest, and the trustees therefore believe it is inappropriate to aim to retain a proportion of reserves defined in terms of recurring costs. All significant non-recurring expenditure is considered by the trustees in the context of any sources of funding available and the level of reserves. In this way, the trustees ensure that all costs incurred are appropriate to the financial resources of the company.

Organisation

The company was incorporated on 3 May 2011, is registered as a charity and is constituted as a company limited by guarantee and is therefore governed by a Memorandum and Articles of Association. The Board of Trustees meets regularly to administer the charity. The trustees are responsible to the members for the running of the company. Their meetings are advertised on the company website, and all members are welcome to attend meetings and contribute.

All trustees are required to stand down at the Annual General Meeting of the company but are free to stand for re-election at the meeting. The trustees also have the power to co-opt additional trustees between Annual General Meetings.

Trustees' Report - continued
TRANSITION BLACK ISLE
FOR THE YEAR ENDED 31st March 2020

Statement of trustees' responsibilities

The trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements, the trustees are required to: (a) select suitable accounting policies and then apply them consistently; (b) make judgements and estimates that are reasonable and prudent; (c) prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in operation. The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report was approved by the Board of trustees on.....
and signed on its behalf

Martin Sherring
Company secretary & trustee

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
TRANSITION BLACK ISLE
FOR THE YEAR ENDED 31st March 2020

Report to the members of the charity for the year ended 31 March 2020 set out on pages 6 to 10, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared in accordance with the accounting policies set out therein.

Respective responsibilities of trustees and auditors

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity, and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - a. to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
 - b. to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Gareth Jones FCCA

GJC

Chartered Certified Accountants

2 Denny Road

Cromarty

Ross-Shire

IV11 8YT

Date:-

TRANSITION BLACK ISLE

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 March 2020

INCOME & EXPENDITURE ACCOUNT

	<u>Note</u>	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total Funds Y/E 31/03/20</u> £	<u>Total Funds Y/E 31/03/19</u> £
Incoming Resources					
Voluntary income	2	1,997	-	1,997	2,328
Incoming resources from charitable activities	3	22,054	-	22,054	10,938
Investment Income		104	-	104	-
Total Incoming Resources		24,155	-	24,155	13,266
Resources Expended					
Charitable activities	4	25,352	-	25,352	10,547
Total Resources Expended		25,352	-	25,352	10,547
Net Incoming / (Outgoing) Resources for the year		(1,197)	-	(1,197)	2,719
Transfers (to)/from Restricted Funds		-	-	-	-
Total funds brought forward		28,129	-	28,129	25,410
Total funds carried forward		26,932	-	26,932	28,129

The notes on pages 8 to 10 form part of these accounts.

There are no other gains or losses apart from those recognised above.
All incoming resources expended derive from continuing activities.

TRANSITION BLACK ISLE

BALANCE SHEET AS AT 31ST MARCH 2020

	<u>Note</u>	<u>Total Funds</u> <u>2020</u> <u>£</u>	<u>Total Funds</u> <u>2019</u> <u>£</u>
FIXED ASSETS			
Tangible fixed assets	5	1,322	-
Investment in Subsidiary	6	1	1
		<u>1,323</u>	<u>1</u>
CURRENT ASSETS			
Debtors	7	482	200
Cash at Bank and in hand		26,097	28,697
		<u>26,579</u>	<u>28,897</u>
LIABILITIES			
Creditors Due within one year	8	(970)	(769)
		25,609	28,128
NET CURRENT ASSETS			
		<u>26,932</u>	<u>28,129</u>
NET ASSETS			
REPRESENTED BY:			
Unrestricted funds			
General fund	9	26,932	28,129
Restricted funds		-	-
		<u>26,932</u>	<u>28,129</u>

For the financial period ended 31 March 2020, the company was entitled to exemption from audit under section 477(1) of the Companies Act 2006; and no notice has been deposited under section 476(1) requesting an audit. However, in accordance with section 44 of the Charities and Trustee Investment (Scotland) Act 2005, the accounts have been examined by an independent examiner whose report appears on page 5.

The trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the period and of its profit or loss for the financial period in accordance with the requirements of section 394 and which otherwise comply with the Companies Act 2006, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime under the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Board of Trustees on
behalf by

2020 and signed on its

..... - Julie Gibson - Trustee

..... - Julian Paren - Trustee

The notes on pages 8 to 10 form part of these accounts

TRANSITION BLACK ISLE
NOTES TO THE ACCOUNTS
For the year ended to 31 March 2020

1 ACCOUNTING POLICIES

a) Accounting convention

The accounts are prepared under the historical cost convention, as modified by the revaluation of certain fixed assets, and include the results of the charity's operations which are described in the Trustees' Report.

The accounts have been prepared in accordance with ;The Charities Act 2011, The Charities and Trustee Investment (Scotland) Act 2005, The Charities Accounts (Scotland) Regulations 2006 (as amended), The Companies Act 2006 and Accounting & Reporting by Charities: Statement of Recommended Practice (Charities SORP FRS 102) (Bulletin 1) (effective January 2016).

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

b) The principal accounting policies of the charity are shown below:

i) Income

Donations are accounted for on an as received basis. The voluntary income is received from a variety of donors and is given for the general work of the charity. The related tax credit on donations received is accounted for on an accruals basis once the donation has been received. Investment income is recognised on a receivable basis. Legacies are recognised when there is deemed to be sufficient certainty as to the amount and timing of receipt.

ii) Resources expended

Charitable expenditure comprises all expenditure directly relating to the objects of the charity, and is included when incurred. Costs are allocated across the three main charitable activities according to the relevant use of financial and staff resources. Directly attributable costs are allocated directly to the charitable activity heading whereas staff costs and support costs are allocated on a basis relating to the use of staff resources.

Gifts are included when approved by the trustees.

The charity is not registered for VAT and as such irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

iii) Fixed assets

Equipment acquisitions have been capitalised and depreciation provided to write off the cost of fixed assets over their estimated useful lives. The annual depreciation rates and methods used are as follows:-

Equipment	33% on cost
-----------	-------------

iv) Unrestricted funds

The general fund represents funds that are not subject to any restrictions regarding their use and are available for general purposes.

v) Restricted funds

The restricted income of the charity relates to funds on which the donors have placed a restriction and may only be used for the purposes specified.

2 VOLUNTARY INCOME

	<u>General</u>	<u>Restricted</u>	<u>Total Funds</u>	<u>Total Funds</u>
<u>Fund</u>	<u>Funds</u>	<u>Funds</u>	<u>Y/E 31/03/20</u>	<u>Y/E 31/03/19</u>
<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Donations	1,508	-	1,508	946
Big Bike Revival	-	-	-	777
CAF Donations	304	-	304	280
Gift Aid	-	-	-	5
Membership	185	-	185	320
	<u>1,997</u>	<u>-</u>	<u>1,997</u>	<u>2,328</u>

TRANSITION BLACK ISLE
NOTES TO THE ACCOUNTS
For the year ended 31 March 2020

3 INCOME FROM CHARITABLE ACTIVITIES

	<u>Total General</u>	<u>Restricted</u>	<u>Total Funds</u>	<u>Total Funds</u>
	<u>Funds</u>	<u>Funds</u>	<u>Y/E 31/03/20</u>	<u>Y/E 31/03/19</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Black Isle Bikes Income	1,287	-	1,287	-
Market Stalls	7,961	-	7,961	6,269
Books Sales	301	-	301	126
Other Sales	526	-	526	917
Potato Day	3,764	-	3,764	3,626
Muir Film Income	613	-	613	-
Grants	7,602	-	7,602	-
	<u>22,054</u>	<u>-</u>	<u>22,054</u>	<u>10,938</u>

4 COSTS OF CHARITABLE ACTIVITIES

	<u>Total General</u>	<u>Restricted</u>	<u>Total Funds</u>	<u>Total Funds</u>
	<u>Funds</u>	<u>Funds</u>	<u>Y/E 31/03/20</u>	<u>Y/E 31/03/19</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Avoch to Munloch Active Travel	8,520	-	8,520	-
Big Bike Revival	-	-	-	444
Purchase of Goods for Sales	1,253	-	1,253	12
Contract Labour	5,482	-	5,482	3,607
Event Costs	3,521	-	3,521	3,073
Community Market Costs	2,255	-	2,255	1,202
Promotional & Film Costs	1,759	-	1,759	1,809
Donations	500	-	500	-
Insurances	843	-	843	-
Professional Fees	550	-	550	400
Bank Charges	8	-	8	-
Depreciation (see note 5)	661	-	661	-
	<u>25,352</u>	<u>-</u>	<u>25,352</u>	<u>10,547</u>

5 TANGIBLE FIXED ASSETS

	<u>Plant &</u>	<u>Total</u>
	<u>Equipment</u>	<u>£</u>
	<u>£</u>	<u>£</u>
COST/VALUATION		
Total at 1 April 2019	11,100	11,100
Acquisitions during year	1,983	1,983
Total at 31 March 2020	<u>13,083</u>	<u>13,083</u>
DEPRECIATION		
Total at 1 April 2019	11,100	11,100
Charge for year	661	661
Total at 31 March 2020	<u>11,761</u>	<u>11,761</u>
NET BOOK VALUES		
Total at 31 March 2020	<u>1,322</u>	<u>1,322</u>
Total at 31 March 2019	<u>-</u>	<u>-</u>

6 Black Isle Ventures Ltd

Black Isle Ventures Ltd is a wholly owned subsidiary of Transition Black Isle. Until 31st March 2017 it operated a cycle hire business under the name of Black Isle Bicycles; on 31st March 2017 the trade was transferred to Transition Black Isle, and Black Isle Ventures Ltd became dormant.

TRANSITION BLACK ISLE
NOTES TO THE ACCOUNTS
For the year ended to 31 March 2020

7 DEBTORS	<u>31/03/20</u>	<u>31/03/19</u>
	<u>£</u>	<u>£</u>
Accounts Receivable	282	-
Intercompany Debtor	100	100
Other Debtors	100	100
	<u>482</u>	<u>200</u>
8 CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR	<u>31/03/20</u>	<u>31/03/19</u>
	<u>£</u>	<u>£</u>
Trade Creditors	375	196
Other creditors and accruals	595	573
	<u>970</u>	<u>769</u>
9 UNRESTRICTED FUNDS	<u>Total Funds</u>	<u>Total Funds</u>
	<u>Y/E 31/03/20</u>	<u>Y/E 31/03/19</u>
	<u>£</u>	<u>£</u>
Incoming Resources	24,155	13,266
Resources expended	(25,352)	(10,547)
	<u>(1,197)</u>	<u>2,719</u>
Transfers to/from Restricted Funds	-	-
Balances, brought forward at 1 April 2019	28,129	25,410
Balances, carried forward at 31 March 2020	<u>26,932</u>	<u>28,129</u>

10 TRUSTEES REMUNERATION

No remuneration is paid to trustees.

11 RISK ASSESSMENT

The trustees review their assessment of the major risks to which the charity is exposed on a regular basis each or when circumstances significantly change if earlier. Procedures and systems are reviewed at least annually to mitigate these risks.

12 PUBLIC BENEFIT

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or "aims" that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees' report. The trustees confirm that they have paid due regard to the OSCAR guidance on public benefit before deciding what activities the charity should undertake.

13 COMPANY LIMITED BY GUARANTEE

The liability of members is limited by guarantee. In the event of the charity being wound up during the period of membership or in the following period, members would be required to contribute an amount not exceeding £1.